## THE CLAIMS:

1. (Previously Presented) A character processing method, comprising the steps of:

a first displaying step of displaying an input screen for inputting a character string on a display;

a cursor designating step of designating, in the input screen displayed in the first displaying step, a cursor at a position on the input screen at which the character string is to be input;

a second displaying step of, after the position of the cursor is designated in the input screen in the cursor designating step, displaying a list including a plurality of registered character strings on the display when a user enters an instruction to display the list;

selecting, based on a user instruction, a user desired character string from the plurality of character strings displayed in the list in said second displaying step; and in response to the user's selection of the registered character string in the selecting step, automatically inserting, in the input screen displayed in the first displaying step, the selected user desired character string at the designated position of the cursor designated in the cursor designating step when the user desired character string is selected in said selecting step, wherein the inserted character string is added to image information which is to be sent to a destination.

- 2. (Previously Presented) A character processing method according to Claim 1, wherein the selection of the user desired character string is achieved by the user instruction which designates one of the character strings included in the displayed list.
- 3. (Previously Presented) A character processing method according to Claim 1, wherein the list including the plurality of character strings is displayed on the input screen which includes a soft keyboard.
- 4. (Previously Presented) A character processing method according to Claim 1, wherein the list including the plurality of character strings is displayed in accordance with the user instruction given through a soft keyboard of the input screen.
- 5. (Previously Presented) A character processing method according to Claim 4, wherein the list including the plurality of character strings is displayed in place of the soft keyboard of the input screen, in response to said user instruction.
- 6. (Previously Presented) A character processing method according to Claim 1, wherein said plurality of character strings included in the list have been registered through an operation performed by the user.

## 7. and 8. (Canceled)

- 9. (Previously Presented) A character processing method according to Claim 1, wherein the selected character string is input to a display screen which is displayed to enable entry of a character string designating the destination to which the image information is to be sent.
- 10. (Previously Presented) A character processing method according to Claim 1, wherein the list including the registered character strings is displayed on a display screen which is displayed to enable entry of a character string designating the destination to which the image information is to be sent.
- 11. (Previously Presented) A character processing method according to Claim 1, wherein the list including the registered character strings is displayed on an operation panel of a copying machine.
- 12. (Original) A character processing method according to Claim 1, wherein the selected character string is output by means of a printer.
- 13. (Previously Presented) A character processing method according to Claim 2, wherein said user instruction is given through a touch panel.
- 14. (Previously Presented) A character processing method according to Claim 2, wherein said user instruction is given through a digitizer.

15. (Previously Presented) A character processing method according to Claim 2, wherein said user instruction is given through a coordinate input device.

16. (Previously Presented) A character processing method according to Claim 1, further comprising the steps of:

selecting a desired character string to be edited from among the displayed list of character strings;

receiving an editorial instruction indicating an editing operation to be effected on the selected character string;

effecting the editing operation on the selected character string in accordance with the editorial instruction; and

updating the registered character strings in accordance with the result of the editing operation.

- 17. (Original) A character processing method according to Claim 16, wherein said editorial instruction is to add a character.
- 18. (Original) A character processing method according to Claim 16, wherein said editorial instruction is to delete a character.
- 19. (Original) A character processing method according to Claim 16, wherein said editorial instruction is input through a displayed soft keyboard.

20. (Previously Presented) A character processing apparatus, comprising: an input screen display means for displaying an input screen for inputting a character string on a display;

a cursor designating means for designating, in the input screen displayed by the input screen display means, a cursor at a position on the input screen at which the character string is to be input;

a list displaying means for, after the position of the cursor is designated in the input screen by the cursor designating means, displaying a list including a plurality of registered character strings on the display when a user enters an instruction to display the list;

selecting means for selecting, from the displayed list, based on a user instruction, a user desired character string from the plurality of character strings included in the displayed list of the list displaying means; and

inserting means for, in response to the user's selection of the registered character string by the selecting means, automatically inserting, in the input screen displayed by the input screen displaying means, the selected user desired character string at the designated position of the cursor designated by the cursor designating means when the user desired character string is selected by the selecting means, wherein the inserted character string is added to image information which is to be sent to a destination.

21. (Previously Presented) A character processing apparatus according to Claim 20, wherein said selecting means selects the user desired character string in

accordance with the user instruction which designates one of the character strings included in the displayed list.

- 22. (Previously Presented) A character processing apparatus according to Claim 20, wherein said list displaying means displays the list including the plurality of character strings on the input screen which includes a soft keyboard.
- 23. (Previously Presented) A character processing apparatus according to Claim 20, wherein the list including the plurality of character strings is displayed in accordance with the user instruction given through a soft keyboard of the input screen.
- 24. (Previously Presented) A character processing apparatus according to Claim 23, wherein the list including the plurality of character strings is displayed in place of the soft keyboard of the input screen, in response to said user instruction.
- 25. (Previously Presented) A character processing apparatus according to Claim 20, wherein said plurality of character strings included in the list have been registered through an operation performed by the user.

26. and 27. (Canceled)

28. (Previously Presented) A character processing apparatus according to Claim 20, wherein the selected character string is input to a display screen which is

displayed to enable entry of a character string designating the destination to which the image information is to be sent.

- 29. (Previously Presented) A character processing apparatus according to Claim 20, wherein said list displaying means displays the list on a display screen to enable entry of a character string designating the destination to which the image information is to be sent.
- 30. (Previously Presented) A character processing apparatus according to Claim 20, wherein said list displaying means comprises an operation panel of a copying machine.
- 31. (Original) A character processing apparatus according to Claim 20, further comprising a printer for outputting the selected character string.
- 32. (Previously Presented) A character processing apparatus according to Claim 21, further comprising a touch panel through which said user instruction is given.
- 33. (Previously Presented) A character processing apparatus according to Claim 21, further comprising a digitizer through which said user instruction is given.

- 34. (Previously Presented) A character processing apparatus according to Claim 21, further comprising a coordinate input device through which said user instruction is given.
- 35. (Previously Presented) A character processing apparatus according to Claim 20, further comprising:

selecting means for selecting a desired character string to be edited from among the displayed list of character strings;

inputting means for enabling input of an editorial instruction indicating an editing operation to be effected on the selected character string;

editing means for effecting the editing operation on the selected character string in accordance with the editorial instruction; and

updating means for updating the registered character strings in accordance with the result of the editing operation.

- 36. (Original) A character processing apparatus according to Claim 35, wherein said editorial instruction is to add a character.
- 37. (Original) A character processing apparatus according to Claim 35, wherein said editorial instruction is to delete a character.
- 38. (Previously Presented) A character processing apparatus according to Claim 35, wherein said list displaying means further comprises a soft keyboard displaying

means for displaying a soft keyboard as a display screen through which said editorial instruction is input.

- 39. (Previously Presented) A character processing apparatus according to Claim 35, wherein the update performed by said updating means includes addition of a character string to the registered character strings.
- 40. (Previously Presented) A character processing apparatus according to Claim 35, wherein the update performed by said updating means includes deletion of a character string to the registered character strings.
- 41. (Previously Presented) A computer-readable storage medium on which are stored program codes for an image processing method, the program codes comprising:

program codes for a first displaying step of displaying an input screen for inputting a character string on a display;

program codes for a cursor designating step of designating, in the input screen displayed in the first displaying step, a cursor at a position on the input screen at which the character string is to be input;

program codes for a second displaying step of, after the position of the cursor is designated in the input screen in the cursor designating step, displaying a list including a plurality of registered character strings on the display when a user enters an instruction to display the list;

program codes for selecting, based on a user instruction, a user desired character string from the plurality of character strings displayed in the list in the second displaying step; and

program codes for, in response to the user's selection of the registered character string in the selecting step, automatically inserting, in the input screen displayed in the first displaying step, the selected user desired character string at the designated position of the cursor designated in the cursor designating step when the user desired character string is selected in the selecting step, wherein the inserted character string is added to image information which is to be sent to a destination.

42. (Previously Presented) A computer-readable storage medium according to Claim 41, wherein the program codes further comprise:

program codes for selecting a desired character string to be edited from among the displayed list of character strings;

program codes for receiving an editorial instruction indicating an editing operation to be effected on the selected character string;

program codes for effecting the editing operation on the selected character string in accordance with the editorial instruction; and

program codes for updating the registered character strings in accordance with the result of the editing operation.

43. (Previously Presented) A character processing program stored on a computer readable medium including computer-implemental program codes, comprising:

program codes for a first displaying step of displaying an input screen for inputting a character string on a display;

program codes for a cursor designating step of designating, in the input screen displayed in the first displaying step, a cursor at a position on the input screen at which the character string is to be input;

program codes for a second displaying step of, after the position of the cursor is designated in the input screen in the cursor designating step, displaying a list including a plurality of registered character strings on the display when a user enters an instruction to display the list;

program codes for selecting, based on a user instruction, a user desired character string from the plurality of character strings displayed in the list in the second displaying step; and

program codes for, in response to the user's selection of the registered character string in the selecting step, automatically inserting, in the input screen displayed in the first displaying step, the selected user desired character string at the designated position of the cursor designated in the cursor designating step when the user desired character is selected in said selecting step, wherein the inserted character string is added to image information which is to be sent to a destination.